

**Harrington Park Recreation Committee
Minutes of Meeting
Wednesday, April 15, 2015**

COMMISSION

Siobhan Baily	Present
Paul Baly	Present
Lynne Cappelmann	Present
Charles Degruccio	Present
Brian Fitzgerald	Present
Thomas Gleason	Present
Steve Paciccio	Not Present

Town Council Liaison: Joon Chung Present

Secretary: Carolyn Lee

Meeting called to order at 8:00 PM

1. ANNOUNCEMENTS

Call to order. In compliance with the Sunshine Act of 1975, adequate notice of this meeting was made.

2. ITEMS FROM THE PUBLIC

a. Eagle Scout Letter

Eagle Scout letter for Joseph Niece was reviewed and approved by members with a change to the letterhead. Carolyn will sign the letter as 'Harrington Park Recreation Commission' and will mail the letter to B. Niece who is coordinating the letters.

3. ADMINISTRATIVE ITEMS

a. Minutes

Minutes for March 18, 2015 formally approved by members at the April 15, 2015 meeting.

4. UPDATES

a. Finance and Budget

- No update.

b. Field Maintenance

- Quote for Pondsides fencing repairs are \$470. There is funding available in the budget for repairs. The members approve the repair subject to verification. Charles will verify and Carolyn will contact Mark Kiernan to proceed with a requisition for purchase.
- Fields are opened.
- 90% - 95% complete. A couple of applications are needed.
- Hut is opened at Highland.
- Water is on for Highland and not yet opened for Pondsides.
- Portable toilets have been delivered to Pondsides.
- School infield's maintenance scheduled by Recreation. The school maintains the field maintenance.
- Bathrooms have been cleaned. Bathrooms are cleaned twice a week. The cleaning company supplies the cleaning materials.
- Girl Scouts have requested a key to the bathrooms. Tom will provide them with a key. Baseball and softball have keys.

c. Field Requests

i. Softball

- Capazzi is expected to provide insurance. It could be in the Rec mailbox.

ii. Baseball

- Field application was completed with insurance.
- There has been a request for the forms to be preprinted each year for baseball. This year there was a change with the travel team.

iii. West Rock Indoor

- West Rock would like to rent the 3-4 tennis courts August 1 – September 1, 2015, 10am – 3pm while they are repairing their courts.
- Additional information is needed from West Rock:
 - o Are they interested in renting for Monday to Friday?
 - o Will they use the courts on the weekend?
 - o Are they using the courts for tennis camp?
- The fee for 3 courts would be \$250/day. One court would be available for HP residents during these times.
- 10am- 3pm is not a busy time at the tennis courts.
- Would it be too much usage for the area? West Rock is familiar with the facilities because they have taught there before.
- Carolyn will email James Miller with questions and information.

iv. Muggeo Cardinals(?) Baseball Club

- Maggio Club has not filled out an application to use the Pondsides.
- They need to stop using the fields until the application and insurance is provided to the Recreation Commission.
- Charles will contact Maggio Baseball and M. Rutigliano.

v. Muggeo Summer Camp

- The application for Cardinals Baseball Summer Camp was approved.

vi. NV Summer Camp

- Von Tobel has requested an extension at Highland Field for the summer camp (June 29- July3, 2015, 9am – 12pm). There is no conflict with field use.
 - Request for picnic tables, Fields 1 & 2, basketball courts and playgrounds (non-exclusively)
 - Lynne will confirm with the school the rental fee for the time requested. Recreation will accept the fee that the school charges the NV Summer Camp.
- vii. Wayfinder Experience**
- Tom informed the school that the insurance needs to be changed to General Liability for the application to be accepted. They have not responded back at this time. Tom confirmed with Brian about the type of insurance and it is not the insurance listed in the application form and would require additional cost to Wayfinder to change to the proper insurance.
- d. School Coordination**
- Recreation would like the field maintenance schedule at the school in order to coordinate field use.
 - Mark Torrie runs a soccer camp at the school in June each year that usually conflicts with the softball schedule. Rec will need prepare for scheduling.
- e. Grants**
- No update
- f. Sports Co-ordination**
- The Commissioners that have responded to the list of coaches is M. Rutigliano (Baseball) and J. Muliken (Summer Basketball) because they would be interested in the lightning notification alerts. Other sports may not have a list of coaches because it is out of season.
- g. Town Day (September 12, 2015)**
- J. Jones, the representative from the Junior Woman's Club, is in contact with food vendor interested in participating in Town Day.
 - Siobhan will ask M. Ryan about what is required for Town Day. (e.g. Rides, and fundraising). Joon will look into past information.
- h. Town Programs**
- i. Fishing Derby (Sunday, June 21, 2015 12:00-2:00)**
- Fish for pond can be purchased from a hatchery.
 - Information should be sent in emails from the school and the town. Flyers can be placed in stores in the town. Fishing Derby information is in the April-May HP newsletter and can be put in again in the June-July newsletter.
 - Contact the Boy Scouts to sell hot dogs and other food.
 - Spend about \$150 on fish and about \$150 on prizes.
- ii. Ragamuffin Parade (Saturday, October 31, 2015)**
- No updates.
- i. Park & Playground Maintenance**
- i. Pondsides**
- There is a quote for fencing repairs. Charles will evaluate and Carolyn will notify M. Kiernan and create a requisition for a purchase form.
- ii. Highland**

- There was an incident on the merry-go-round on Sunday (April 12, 2015). A child was brought to a Hackensack Hospital. DPW has put caution tape around it and staked it down. It is our understanding that B. Eiffert is determining if it is a liability. The playground was evaluated for the JIF last month and it worked to specifications (e.g. mulch around the base). It is considered one of the most fun parts of the playground, but requires an adult to watch the kids.
- Field 3 access area is very hidden (off of Livingston). It appears there might be dumping, people urinating and cars loitering in the area. During the Highland Field clean up, there are terrible items found in that area. Could DPW put a chain across the access area? Joon will discuss this access area in the next meeting with the police chief.
- iii. **George street**
 - Good.
- iv. **School**
 - Field has been aerated and seeded April 7, 2015. The 3 baseball diamonds have been scarified.
- v. **Beechwood**
 - Green team has scheduled a clean up for Saturday 18, 2015 at 9am. Trails will be re-established and wood chips will be spread out.
- vi. **Don Horsey**
 - The flagpole light is broken and there are nails popped loose on the boards in the gazebo. Tom will contact M. Kiernan about the details.
- vii. **Lightning meeting on Tuesday, March 24 at 8 am**
 - Mayor Holscher would like Recreation's procedures to provide to coaches. Paul had written procedures last year when the system was put in place. He will forward that information to the rest of the members. When approved, Carolyn will forward to the sports commissioners.
 - Recreation would do what the school would do in the case of lighting. The school procedures are to go into the school when the lights start to flash and go out when the "all clear" siren is sounded. Recreation has no shelter to go into when the lightning system starts to flash. Procedures from last year indicate to leave the field, and go to a vehicle or to a safe structure.
 - Other towns indicate that if there is lightning detected, the game is cancelled.
 - Harrington Park would be the first town to have coaches on the notification system if the commissioners provide the coaches mobile phone information.
 - The lightning policy is currently in the field application form.
- j. **Tennis**
 - TGA – First day is April 24, 2015.
 - 3 age groups. 9 and 8 kids are registered for the younger age groups and 5 kids are registered for the older age group.

5. PROJECTS

a. Flooding at Highland Field 3 Hut

- Mark will start in June. The water will drain to the street and patch the asphalt.

b. Sprinkler System

- Estimated cost for zones to cover the fields was faxed to Brian. Soccer and Boosters may be interested to contribute to the cost of the sprinkler system. The infields have an irrigation system, but the outfields do not. System would be turned on two times a week for 30 mins. Siobhan and Brian will try to attend the next Boosters meeting.

c. Patio

- Cost of the patio in front of hut is \$18,000 based on fitting all the patio tables. Neglia has been working on the design and drainage with Brian. Brian will reach out to other groups when may be interested in contributing to this project. Brian has priced a storage shed for field 4 and 5, 10x10 gravel base platform and a moveable mound in field 5.
- Boosters are very interested in the Patio project.

d. Walking Path lighting plan status

- Mayor and Council have approved the plan with 19 lights. The smaller light fixture is preferred if the poles do not need to change. The design was based on the amount of light the spreads. Lighting Project should be done by the end of the year.
- Patio and lighting projects should try to co-ordinate planning. The patio project is on the infant stage. Would there be discretionary money to fund the patio?

e. Pondside Pond Dredging

- No update.

6. NEXT MEETING

Next regularly scheduled meeting is Wednesday, May 20, 2015 at 8:00PM.